

KINNELOA IRRIGATION DISTRICT

Special Meeting – Board of Directors
1999 Kinclair Drive, Pasadena, CA 91107
Tuesday, August 2, 2022, 3:00 P.M.

MINUTES

Meeting conducted by teleconference under the provisions of Executive Order N-29-20.

The meeting was conducted by teleconference pursuant to the Brown Act Waivers provided for under the Governor’s Executive Orders in response to COVID-19 State of Emergency as well as the District Board room. The District offered the public the option to attend the meeting by telephone, videoconference or in-person as stated in the agenda.

DIRECTORS PRESENT: (In-Person): Gordon Johnson, Stephen Brown, David Moritz & Gerrie Kilburn

DIRECTORS ABSENT: Thomas Majich

STAFF PRESENT: (In-Person): General Manager, Melvin Matthews; Office Manager, Martin Aragon; Field Staff; Chris Burt & Michele Ferrell

PUBLIC PRESENT: Andrew D. Turner of Lagerlof LLP

1. CALL TO ORDER:

Chairman Johnson called the meeting to order at 3:00 P.M. and took roll call. A quorum of Board Members was present and reviewed the agenda.

2. PUBLIC COMMENT: None

3. BOARD WORKSHOP CONCERNING THE TRANSITION IN GENERAL MANAGERS:

Ad hoc committees presented their reports.

Ad Hoc Business Oversight Committee – A meeting was held with the General Manager and Office Manager to review office procedures. A list of office activities was provided to each of the Board members.

Ad Hoc GM Recruitment Committee – Prospective Recruitment Firms were reviewed and discussed.

The Board concurred that the GM search for a firm to provide IT support.

4. DIRECTOR REQUESTS, REPORTS OR COMMENTS:

Melvin Matthews was asked to provide a copy of the existing PERS contract with the District. The Board requested that Melvin Matthews provide an updated GM Job Description and an updated Salary Range for each District position for review at the August 16, 2022, meeting.

5. **ADJOURNMENT**

Chairman Johnson adjourned the meeting at 3:45pm.

Prepared and submitted by,

Martin Aragon

Martin Aragon

Office Manager/Board Clerk

In compliance with the Americans with Disabilities Act, if you are a disabled person and need a disability-related modification or accommodation to participate in this meeting, please contact the District office 48 hours prior to the meeting at 626-797-6295. Each item on the agenda, no matter how described, shall be deemed to include any appropriate motion, whether to adopt a minute motion, resolution, payment of any bill, approval of any matter or action, or any other action. Material related to an item on this agenda submitted after distribution of the agenda packet is available for public review at the District office or online at the District's website <https://kinneloairrigationdistrict.info>.
